



WILLIAM T FUJIOKA  
Chief Executive Officer

County of Los Angeles  
**CHIEF EXECUTIVE OFFICE**

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

*"To Enrich Lives Through Effective And Caring Service"*

Board of Supervisors  
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Fifth District

December 03, 2013

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF MENTAL HEALTH:  
DOWNTOWN MENTAL HEALTH CLINIC PROJECT  
ESTABLISH CAPITAL PROJECT  
AND APPROVE APPROPRIATION ADJUSTMENT  
SPECS. 7265; CAPITAL PROJECT NO. 77580  
(SECOND DISTRICT)  
(4 VOTES)**

**SUBJECT**

Establish Capital Project No. 77580 for the proposed Downtown Mental Health Clinic Project and approve appropriation adjustment to fund design services for the Project.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Establish Capital Project No. 77580 for the proposed Downtown Mental Health Clinic Project.
2. Approve an appropriation adjustment to transfer \$1,000,000 from Committed for Budget Uncertainties in Mental Health Services Act-Prop 63 Fund, BT1 Fund, to Capital Project No. 77580, to fund design services for the proposed Downtown Mental Health Clinic Project.
3. Authorize the Director of Public Works, or her designee, to complete the design of the proposed Project.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will establish Capital Project No. 77580 for the proposed Downtown Mental Health Clinic Project (Project), approve an appropriation adjustment, and allow the

Department of Public Works (Public Works) to proceed with the design of the Project.

## Background

In June 2011, the Board approved a lease extension for the Downtown Mental Health Clinic, located at 529 South Maple Avenue, Los Angeles, California, which contains an option-to-purchase right of \$3,500,000. The Department of Mental Health (DMH) has conducted a due diligence process, which determined that purchase of the subject property will allow it to maintain vital services and accommodate the program within the existing geographical area in consideration of long-term strategies of the department within Service Area 4. The Chief Executive Office Real Estate Division is in the process of completing the necessary environmental documentation pursuant to the California Environmental Quality Act (CEQA), and upon completion, will prepare a Board letter with a recommendation to purchase the subject property for long term use by DMH. Since September 30, 2000, DMH has leased 25,000 rentable square-feet of office space and 84 parking spaces at this location for the Downtown Mental Health Clinic. The facility houses approximately 73 staff positions and services approximately 220 client visits per day and provides direct services to clients in the surrounding vicinity of Service Area 4.

The Downtown Mental Health Clinic provides outpatient adult and family/older adult outpatient services geared toward the recovery model and includes treatment of co-occurring disorders, dual diagnosis services, psychological and vocational assessment services, group and family therapy, Department of Public Social Services' (DPSS) CalWORKS and GROW programs, field capable clinical services for adults, and crises resolution services.

DMH requested Public Works to conduct a structural assessment of the building in 2010. On October 20, 2010, Public Works completed the building evaluation. The evaluation concluded that certain repairs and seismic upgrade of the building are required if the County is to continue long term to house services in the building. The Chief Executive Office and DMH have directed Public Works to begin space/functional programming as the initial phase prior to designing the proposed Project. Public Works will use one of its as-needed architectural/engineering consultant firms to program and design the proposed Project. The proposed Project will consist of major tenant improvements remodel and seismic upgrade to the existing building. To meet the Mental Health Services Act-Prop 63 Fund funding requirement to complete and pay-out the project by November 2015, we are seeking Board approval to begin design of the project prior to final purchase of the property and approval of the final project budget.

Approval of the recommended actions will allow Public Works to proceed with the design of the tenant improvements. Upon completion of the design documents and construction cost estimates, we will return to the Board to seek approval of the proposed Project, including property purchase, Project budget, and Project schedule in April, 2014. Upon acquisition of the property, Public Works will begin demolition of the interior of the building to seismically upgrade and complete tenant improvements remodel of the entire building.

## Green Building/Sustainable Design Program

The proposed Project will support the Board's Policy for Green Building/Sustainable Design Program to attain the U.S. Green Building Council's Leadership in Energy and Environmental Design's Silver Certification. The building will be energy efficient with plumbing fixtures that reduce water consumption. Additional sustainability features include being located in a transit oriented area, using low-emitting construction material, and recycling construction waste.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) and Integrated Services Delivery (Goal 3) by investing in public health infrastructure to enhance the safety of patient and staff.

### **FISCAL IMPACT/FINANCING**

Approval of the attached appropriation adjustment (Attachment A) will authorize the transfer of \$1,000,000 from Committed for Budget Uncertainties in Mental Health Services Act (MHSA)-Prop 63 Fund, BT1 Fund, to the proposed Downtown Mental Health Clinic Project, Capital Project No. 77580, to fund pre-construction activities, including design services for the proposed Project.

Upon completion of the appropriate environmental documentation and design, we will return to the Board in April 2014 with recommendations to approve the proposed Project, property purchase, appropriate environmental documentation, total Project budget, and Project schedule.

One-time MHSA funds from the State are available to fund the Project.

#### **Operating Budget Impact**

Upon completion of the architectural programming and design documents, DMH will report to the Board specific impacts to the health center's operations and budget.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Not Required.

### **ENVIRONMENTAL DOCUMENTATION**

The recommended actions do not constitute a project under CEQA because they are activities that are excluded from the definition of a project by Section 15378(b) of the State CEQA Guidelines. The proposed actions are administrative activities of government that will not result in direct or indirect physical changes to the environment. We will return to the Board to recommend consideration of appropriate environmental documentation prior to approving any activity that would be considered a project under CEQA.

### **CONTRACTING PROCESS**

Public Works is using one of its as-needed architectural/engineering consultant firms, to provide the needed programming and design services for this Project. Public Works intends to use Board-approved Job Order Contracts to deliver construction of the proposed Project.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The recommended actions will have no impact to current services at the Downtown Mental Health Clinic. Plans are underway to temporarily relocate operations during the construction of the proposed Project. Public Works will coordinate closely with DMH prior to the renovation work in order to minimize impacts to existing operations.

**CONCLUSION**

Please return one adopted copy of this Board letter to the Chief Executive Office, Real Estate and Facilities and Asset Management Divisions; Department of Mental Health; and the Department of Public Works, Project Management Division I.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "W. Fujioka", followed by a small "for" written below it.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:SHK:DJT  
SW:CV:rp

Enclosures

c: Executive Office, Board of Supervisors  
County Counsel  
Mental Health  
Public Works

PINK

BA FORM 03/13

BOARD OF  
SUPERVISORS  
OFFICIAL COPY

COUNTY OF LOS ANGELES

**REQUEST FOR APPROPRIATION ADJUSTMENT**

DEPARTMENT OF CHIEF EXECUTIVE OFFICE

DEPT'S. NO. 060

November 13, 2013

**AUDITOR-CONTROLLER:**

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

**ADJUSTMENT REQUESTED AND REASONS THEREFOR**

**FY 2013-14**

**4 - VOTES**

**SOURCES**

**USES**

BA DETAIL, SEE ATTACHED PAGE 1

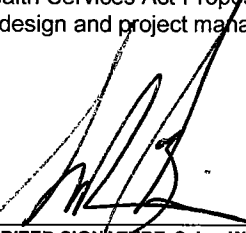
BA DETAIL, SEE ATTACHED PAGE 1

**SOURCES TOTAL: \$ 2,000,000**

**USES TOTAL: \$ 2,000,000**

**JUSTIFICATION**

This appropriation adjustment is necessary to transfer \$1,000,000 of Mental Health Services Act-Proposition-63 fund from Committed for Budget Uncertainties to the Downtown Mental Health Clinic Project to fund the design and project management services. There is no impact on net County cost.

  
AUTHORIZED SIGNATURE Sabra White, Manager, CEO

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF  
EXECUTIVE OFFICER FOR --

☐ ACTION

☒ RECOMMENDATION

AUDITOR-CONTROLLER

B.A. NO. 046

BY Jackie Guzman  
20 November 20 13

☒ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY Dawn McIntire  
November 20 20 13

ATTACHMENT A  
REQUEST FOR APPROPRIATION ADJUSTMENT  
DEPARTMENT OF MENTAL HEALTH

FY 2013-14  
4 - VOTES

SOURCES:

USES:

Mental Health Services Act-Prop 63  
BT1-3047  
Committed for Budget Uncertainties \$1,000,000  
Decrease Obligated Fund Balance

Mental Health Services Act-Prop 63  
BT1-MH-6100-41189  
Other Financing Uses \$1,000,000  
Increase Appropriation

Department of Mental Health  
Downtown Mental Health Clinic  
A01-CP-96-9919-65039-77580  
Operating Transfer In/CP \$1,000,000  
Increase Revenue

Department of Mental Health  
Downtown Mental Health Clinic  
A01-CP-6014-65039-77580  
Capital Assets-Building & Improvement \$1,000,000  
Increase Appropriation

TOTAL SOURCES: \$2,000,000

TOTAL USES: \$2,000,000

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This appropriation adjustment is necessary to transfer \$1,000,000 of Mental Health Services Act-Proposition 63 fund from Committed for Budget Uncertainties to the Downtown Mental Health Clinic Project to fund the design and project management services. There is no impact on net County cost.

BA#046

Jackie 11/20/13